



CITY OF AUBURN

COMMERCIAL SIDEWALK REPLACEMENT PROGRAM GRANT

Grant Applicant's Name: _____

☐

Business Owner

☐

Property Owner

☐

Business and Property Owner

Business Name: _____

Business Location Address: _____

Business Property APN: _____

Mailing Address: _____

Email Address: _____

Business Phone: _____

Residence Phone: _____

Business Fax: _____

Residence Fax: _____

Sidewalk Cost Estimate: _____

Signature of Applicant: _____

Date: _____

**CITY OF AUBURN
COMMERCIAL SIDEWALK REPLACEMENT
PROGRAM GRANT**

PROCEDURES AND GUIDELINES

The City of Auburn will assist property and business owners with replacement of sidewalks by providing grants for part of the cost of eligible improvements.

Required Attachments

The following items must be attached to the application form:

- ☐ Scaled Sidewalk Replacement Plan
- ☐ Detailed Cost Estimate by Licensed Contractor

Eligibility: Property Owners

Grant funds for this program are only available to owners of commercial properties located within the Downtown and Old Town areas as defined by the boundaries outlined on the map in Attachment "A." All grant awards are subject to available funding.

Eligible Improvements

1. New sidewalks that may include brick.
2. Brickwork will not be required within the Old Town Design Review District (Exhibit "A").

Grant Amounts

1. Grant amount up to fifty percent (50%) of the sidewalk project cost, up to a maximum of \$5,000 per project.
2. A limit of one (1) grant application per commercial property owner or business owner will be considered per fiscal year (July 1 through June 30).
3. Grants will be made on a first-come, first-served basis until budgeted funds are committed. Grants will be calculated as outlined in this section.

Application Process

Improvements must comply with all City codes and standards. Completed applications should be submitted to the City Manager, 1225 Lincoln Way, Room 9, Auburn, CA 95603. If complete, grant application will be approved/disapproved within 30 days of receipt by City. All improvements must be completed within six (6) months of City approval of the application, unless a written extension is granted by the City.

If more applications are received than funds are available, the City will prioritize the applications based on the project's location within each of the various districts, the impact the improvement has upon the district, and the level of financial participation by the property and/or business owner.

Program Procedures

1. Property Owner/Lessee makes decision to rehabilitate and participate in program.
2. Property Owner/Lessee submits completed Sidewalk Replacement Program application to City, including scaled Plan of the improvements, Contractor(s) Cost Estimate (or an estimate of materials required if doing own work).
3. Design approval is obtained from City. Projects within Old Town will require Historic Design Review Committee approval.
4. City evaluates cost estimates and determines dollar amount for sidewalk.
5. City notifies applicant of design approval and approved grant amount by letter.
6. Contractor obtains Public Works Encroachment Permit before work begins.
7. When work is completed, applicant submits proof of payment to the City Manager, 1225 Lincoln Way, Room 9, Auburn, CA 95603.
8. Public Works inspects work.
9. Grant check is mailed to recipient within three (3) weeks.

Exhibit "A"

